

Minutes

Board of Assessors

Town of Harvard

Meeting Date: Thursday, December 13, 2012
Called to Order: 3:05 pm
Meeting Adjourned: 4:00 pm
Members Present: Debbie George, Rick Maiore, Joe Theriault
Other(s) Present: Linda Couture, Sue Fitterman, Harald Scheid

New Business:

1. Minutes: The minutes from November 8, 2012 were approved.

2. Reports: Board members signed reports for motor vehicle abatements, motor vehicle warrants and commitments, and one Chapter Land tax lien.

3. FY2014 Chapter Land Applications: The Board reviewed the following applications:

- Massachusetts Avenue, Parcel ID 23/35, RB Realty Trust: The board voted 3-0 on a Maiore/George motion to approve the application for Chapter 61 - Forestry.
- Still River Road, Parcel ID 25/32, Two Eighty Five Still River Trust (Capobianco): The board voted 2-0 on a Maiore/George motion to approve the application for Chapter 61A - Agricultural/ Horticultural. Joe Theriault abstained from voting.
- 168 Bolton Road, Parcel ID 31/13, Callahan Realty Trust: The board voted 3-0 on a George/Maiore motion to approve the application for Chapter 61A - Agricultural/ Horticultural.
- The board also reviewed a letter from Cynthia LaBruzzo regarding the denial of her Chapter 61A application for 146 East Bare Hill Road (Parcel ID 31/32). On a George/Theriault motion, the board voted 3-0 to stand by their original decision to deny the application. A follow-up letter will be mailed to Ms. LaBruzzo.

4. Schedule F for Chapter 61A Applications: The board agreed that Chapter 61A property owners who lease their land for no charge can submit a copy of the leasee's Schedule F as proof of income, or other documentation such as letters and receipts.

5. Abatement Procedures: The board reviewed a draft letter to residents explaining the abatement procedure for real estate and personal property taxes, and agreed not to take any action on the letter at this time.

Ongoing Business:

1. Update on Geographic Information System (GIS): Steve Morse from RRG is working with Sue and Linda to review the draft version of the GIS Online Query Manager developed by Cartographics.

2. Review RRG Calendar: Harald stated that the FY2013 tax rate recap package was submitted to the Department of Revenue in November, and the 2013 tax rate of \$16.68 was approved in early December. Real estate and personal property tax bills for FY2013 Quarter 3 and Quarter 4 will be mailed on December 31st. January mailings include statutory exemption notices, Forms of List for personal property and second homes, and 3ABC forms.

The next meeting is tentatively scheduled for Wednesday, February 6, 2013 at 9:00 a.m.

Date Approved: _____

Rick Maiore

Debra M. George

Joseph R. Theriault